	OVERVI GAR OVERVI	2/6489							
Caption of Case) Example: Application for a Class C Charter Certificate from John Doe dba Doe's Limo Application for a Class C Charter Bus from Emmaus Charter Services LLC		BEFORE THE PUBLIC SERVICE COMMISSION OF SOUTH CAROLINA TRANSPORTATION COVER SHEET DOCKET NUMBER: 209 - 180 - T If this is your first time filing an application with the PSC, you will not							
))) have a Docket Number. The Commission will assign one to you. If you) have filed with the Commission before, a Docket Number was assigned	
						(Please type or pri	int)	and should be en	atered above.
Submitted by		Telephone:	803-767-8380						
Address:	Phythograph SC 20016	Fax:	803-754-6687 803-754-6687 goemmaus@aol.com						
	Blythewood SC 29016	Other: Email:							
	NATURE OF ACTION	(Check all tha	at apply)						
Applicatio	n – Class C Taxi		Request to Amend Scope of Authority						
☐ Applicatio	n – Class C Charter		Request to Amend Tariff (rate increase, etc.)						
Applicatio	n – Class C Charter Bus		Request to Amend Passenger Limit						
☐ Application	n – Class C Non-Emergency	Request							
☐ Application	n – Class E Household Goods	☐ Exhibit							
Application	n – Class E Hazardous Waste	Late-Filed Exhibit							
Application	Application		Letter						
☐ Request for	r Extension to Comply with Order		Proposed Order						
	r Order Granting Authority to Obtain Certificate of evenience and Necessity to Be Rescinded	f 🗆	Publisher's Artigave						
Request for	r Cancellation of Certificate		Reservation Letter						
Request for	r Suspension		Response						
Request for	r Reinstatement		Return to Petition						
Request for	r Name Change on Certificate	П	Other:						

FORM C-AC PUBLIC SERVICE COMMISSION OF SOUTH CAROLINA

DOCKETING DEPARTMENT 101 Executive Center Drive

101 Executive Center Drive Columbia, SC 29210

(Mailing address: Post Office Box 11649, Columbia, SC 29211)

OFFICE # (803) 896-5100

FAX # (803) 896-5199

CLASS C – CHARTER BUS

DATE APRIL 22, 2009

APPLICATION FOR CLASS C-CHARTER BUS CERTIFICATE

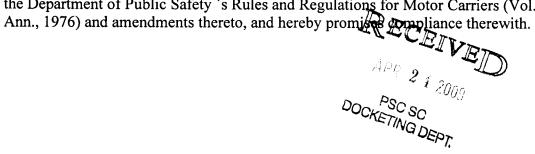
Application is hereby made for a Class C-Charter Bus Certificate.

1. Name under which business is to be conducted (corporation, partnership, or sole proprietorship, with or without trade name.)

EMMAUS CHARTER SERVICES LLC

- - 3. If incorporated, a copy of Articles of Incorporation must be attached (If incorporated outside of SC, need SC Secretary of State "Foreign Corporation" Certificate.)
- 4. (a) If a partnership, names and addresses of all persons having an interest in the business. (b) If a corporation, names and addresses of two principal officers will be sufficient.

 (4b) Gregory Means (owner), Virginia R. Means (co-owner) 115 Fork RD Blythewood SC 29016
 - 5. The proposed list of equipment is as per Exhibit "D" included herewith.
 - Applicant is familiar with the provision of R. 103-170 through R. 103-181 of the Commission's Rules and Regulations for Motor Carriers (Vol.26, S.C. Code Ann., 1976), and R.38-400 through 38-503 of the Department of Public Safety's Rules and Regulations for Motor Carriers (Vol.23A, S.C. code Ann., 1976) and amendments thereto, and hereby promises compliance therewith.



STATE OF SOUTH CAROLINA PUBLIC SERVICE COMMISSION

DESCRIPTION OF EQUIPMENT

MAKE	MODEL & YEAR	VIN #	WEIGHT EMPTY	CARRYING CAPACITY *
MCI	102DL3 / 1996	1M8PDMTA8TP04	8552 32800	55 PASSENGER
	# to			
		14.4.4.4.4.4.4.4.4.4.4.4.4.4.4.4.4.4.4.		
	7			
			-	
		741		
* Seats if	passenger carrier			
]	EMMAUS CHATER SERVIC (Applicant)	ES LLC
Date: <u>04</u>	1/22/2009		GREGORY MEANS (Applicant's Representative)	
			OWNER (Title)	

INSURANCE QUOTE

The following insuran	ce quote is for:
Emmaus Charter S	ervice, LLC
· · · · · · · · · · · · · · · · · · ·	(Name of Motor Carrier)
115 Fork Road, Bl	ythewood, SC 29016
	(Address of Motor Carrier)
Amount of Premium	<u>.</u>
Liability Insurance	10,883
•	
The above quoted pre	mium is for a term of 12 months.
The decre questo pro-	
Minimum Limits: (Intrastate Only)	16 or more passengers - 25,000/300,000/25,000
RLI Transpor	tation
	(Insurance Company Name)
2970 Clairmont Ro	ad NE, Suite 1000; Park Central, Atlanta, GA 30329
	(Home Office Address of Company)
above avote meste the	ommission's Rules and Regulations relating to insurance requirements and the eminimum insurance limits prescribed. The insurance company making this quote outh Carolina Department of Insurance to do business in South Carolina.
4/22/2009	The state of the s
Date	(Authorized Insurance Company Representative)

EXHIBIT FWA

Name: EMMAUS CHARTER SERVICES LLC

<u>U.S.I</u>	S.D.O.T. No.1850218	CC No.MC-676105
1.	Does Applicant have a Safety Rating from the	U.S.D.O.T.?
	Yes No Pending No Pend	Conditional
2.	Have any of Applicant's drivers or vehicles be the past twelve (12) months?	Unsatisfactoryeen places "out of service" by Transport Police safety officers i
	Yes NoX	
3.	Are there currently any outstanding judgemen	t(s) against Applicant?
	Yes NoX(If "yes", indicate nature of judgement(s).	
4.	Is Applicant familiar with all insurance regular operations in South Carolina and does applicant applicant control of the cont	tions and safety regulations, governing charter bus carrier agree to operate in compliance with these regulations?
	YesXNo	
5.	Is the Applicant aware of the Commission's in associated therewith?	surance requirements and the insurance premium costs
	Yes X No (The attached Insurance Quote form must be composition, a copy of current insurance policies requested.)	oleted, listing current insurance premiums. At the discretion of the may be required. Do not provide copy of insurance policies unless
	AP	PLICANT'S OATH
form of certify compared ground penalti	n or relating to this application is true and correct. Furth ify that all vehicles owned and/or operated by the application pany's primary place of business. I am aware that willfunds for revocation of any certificate that may be granted	vs of the State of South Carolina, that all information supplied on this per I certify that I am qualified and authorized to file this application cant have current Record Of Annual Inspection forms on file at the full misstatements or omissions of material facts may constitute at the method to me by the Commission, and/or may subject me to such other the carolina the commission of the c
	Sworn to before me	
	2314 day of April, 2009 Motory Public) Mission Expires: March 28.2	2018
	Dires March 28,	201 8

The State of South Carolina



Certificate of Existence

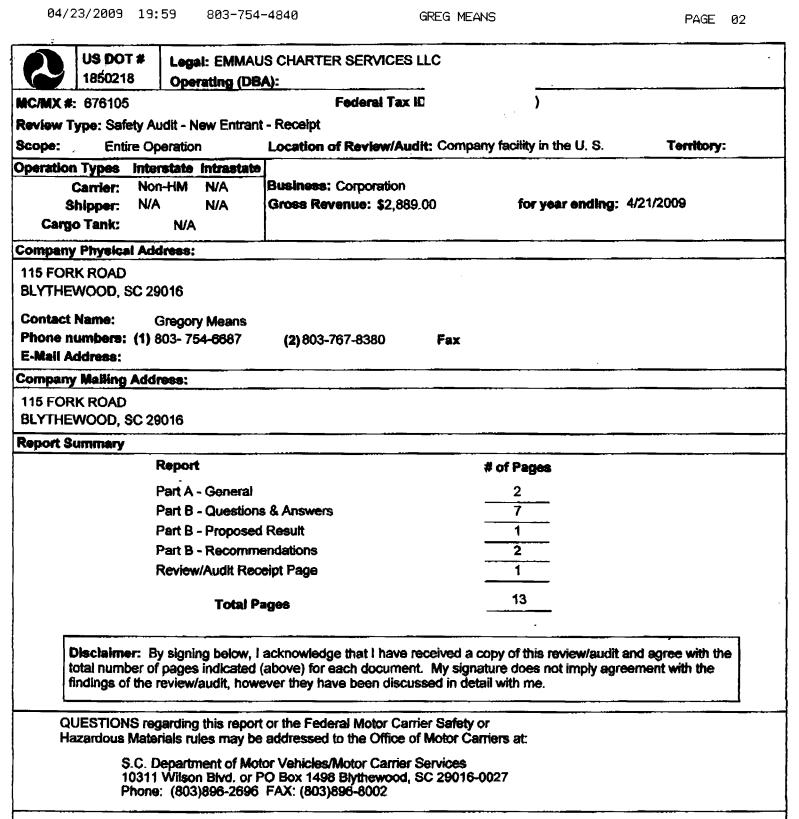
I, Mark Hammond, Secretary of State of South Carolina Hereby certify that:

EMMAUS CHARTER SERVICES, LLC, A Limited Liability Company duly organized under the laws of the State of South Carolina on March 24th, 2009, with a duration that is at will, has as of this date filed all reports due this office, including its most recent annual report as required by section 33-44-211, paid all fees, taxes and penalties owed to the Secretary of State, that the Secretary of State has not mailed notice to the company that it is subject to being dissolved by administrative action pursuant to section 33-44-809 of the South Carolina Code, and that the company has not filed a certificate of cancellation as of the date hereof.

Given under my Hand and the Great Seal of the State of South Carolina this 25th day of March, 2009

Mark Hammon O.

Mark Hammond, Secretary of State



This SAFETY AUDIT will be used to assess your safety compliance.

Person(s) interviewed

Name: Gregory Means

Name: Virginia R. Means

Title: Owner

Title: Co-Owner

Reported By:

Title:

Code: SC0162

Date: 12/31/1988

Received By:

Junes

0

~^

Title: 00



US DOT# 1850218

Legal: EMMAUS CHARTER SERVICES LLC

Operating (DBA):

N/A

N/A

MC/MX #: 676105

Federal T

Review Type: Safety Audit - New Entrant

Scope:

Entire Operation

Location of Review/Audit: Company facility in the U.S.

Territory:

Operation Types Carrier:

Interstate Intrastate Non-HM

Shipper: N/A

Business: Corporation

Gross Revenue: \$2,889.00

for year ending: 4/21/2009

Cargo Tank:

N/A

Company Physical Address:

115 FORK ROAD

BLYTHEWOOD, SC 29016

Contact Name:

Gregory Means

Phone numbers: (1) 803-754-6687

(2) 803-767-8380

Fax

E-Mail Address:

Company Mailing Address:

115 FORK ROAD

BLYTHEWOOD, SC 29016

Carrier Classification

Authorized for Hire

Cargo Classification

Passengers

Does carrier transport placardable quantities of HM? No

Is an HM Permit required?

N/A

Driver Information

inter Intra

1

Average trip leased drivers/month: 0

< 100 Miles:

>= 100 Miles:

Total Drivers: 1

CDL Drivers: 1

Equipment

Owned Term Leased Trip Leased

Owned Term Leased Trip Leased

Power units used in the U.S.: 1

Motor Coach

Percentage of time used in the U.S.: 100



U.S. DOT #: 1850218

Review Date: 12/31/1988

Part A

QUESTIONS regarding this report or the Federal Motor Carrier Safety or Hazardous Materials rules may be addressed to the Office of Motor Carriers at:

S.C. Department of Motor Vehicles/Motor Carrier Services 10311 Wilson Blvd. or PO Box 1498 Blythewood, SC 29016-0027 Phone: (803)896-2696 FAX: (803)896-8002

This SAFETY AUDIT will be used to access your cafety compliance.

Person(s) Interviewed

Name: Gregory Means
Name: Virginia R. Means

Title: Owner

Title: Co-Owner



U.S. DOT #: 1850218

Review Date: 12/31/1988

Part B - Questions and Answers

An asterisk (*) beside an answer indicates an area of non-compliance by the motor carrier, and negatively affects the results of the audit.

Question General # 1 - Section # 387.7(a) Acute

<u> Answer</u>

Does the carrier have the required minimum level of financial responsibility in effect?

Yes

Comments

Question General #2 - Section #387.7(d) Critical

Answer

Does the carrier have required proof of financial responsibility?

Yes

Comments

Question General #3 - Section #390.15(b)(1)

Answer

Can the carrier provide a complete accident register of recordable accidents?

NA

Comments

Question General #4 - Section #390.15(b)(2) Critical

Answer

Does the carrier have copies of all accident reports required by States or other government entities or insurers?

N/A

Comments

Question General # 5 - Section # 390.3(e)

Answer

is the carrier knowledgeable of the FMCSRs/HMRs?

Yes

Comments

Question General #6 - Section #390.21

Answer

Does the carrier know the commercial motor vehicles marking requirements?

Yes

Comments

Question Driver # 1 - Section # 391.51(a) Critical

Answer

Does the carrier maintain complete driver qualification files?

No *

<u>comments</u>

Gregory means - Apr 5 2009 - Missing application for employment, safety performance history check,

Question Driver # 2 - Section # 391.11(b)(4) Acute

Answer

Is the carrier using physically qualified drivers?

Yes

Comments

Question Driver # 3 - Section # 391.45(a), 391.45(b) Critical

<u>Answer</u>

Does available evidence indicate the motor carrier has used a driver without a medical certificate or with an expired medical certificate?

No

Comments

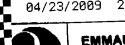
Question Driver # 4 - Section # 391.15(a) Acute

<u>Answer</u>

is the carrier using any disqualified drivers?

No





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Part B - Questions and Answers

An asterisk (*) beside an answer indicates an area of non-compliance by the motor carrier, and negatively affects the results of the audit.

Question Driver #5 - Section #391.51(b)(2) Critical

Does the carrier maintain driving and employment history inquiry data in driver qualification files?

Answer No *

Comments

Gregory means - Apr 5 2009 missing employment history inquiry

Question Driver # 6 - Section # 382.115(a) Acute

Has the carrier implemented an alcohol and/or controlled substances testing program?

Answer

Yes

Comments

Question Driver #7 - Section #382.213(b) Acute

Has the carrier used drivers who have used controlled substances?

Answer

No

Comments

Question Driver #8 - Section #382.215 Acute

Answer No

Has the carrier used a driver who has tested positive for a controlled substance?

Comments

Question Driver # 9 - Section # 382,201 Acute

Has the carrier used a driver known to have an alcohol concentration of 0.04 or greater?

Answer

No

Comments

Question Driver # 10 - Section # 382.505(a) Acute

Has the carrier used a driver found to have an alcohol concentration of .02 or greater but less than .04 within

24 hours of being tested?

<u>Answer</u>

No

Answer

Comments

Question Driver # 11 - Section # 382.301(a) Critical

Has the carrier ensured that drivers have undergone testing for controlled substances prior to performing a safety sensitive function?

No *

Gregory Means - April 5, 2009 - pre-employment screening test conducted on April 20, 2009 - interstate trip date was April 5, **Comments**

2009.

Question Driver # 12 - Section # 382.303(a) Critical

Has the carrier conducted post accident testing on drivers for alcohol and/or controlled substances?

<u>Answer</u>

N/A

Comments

Question Driver # 13 - Section # 382.305 Acute

Has the carrier implemented random testing program?

Answer Yes

Comments

Question Driver # 14 - Section # 382.305(b)(1) Critical Has the carrier conducted random alcohol testing at an annual rate of not less than the applicable annual rate

of the average number of driver positions?

<u>Answer</u> N/A



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Part B - Questions and Answers

An asterisk (*) beside an answer indicates an area of non-compliance by the motor carrier, and negatively affects the results of the audit.

Question Driver # 15 - Section # 382.305(b)(2) Critical

Has the carrier conducted controlled substance testing at an annual rate of not less than the applicable annual rate of the average number of driver positions?

Answer N/A

Comments

Question Driver # 16 - Section # 40.305(a)

Has the carrier conducted the required return-to-duty tests on employees returning to safety-sensitive functions?

Answer

N/A

Comments

Comments

Question Driver # 17 - Section # 40.309(a)

Is the carrier conducting follow-up testing as directed by the Substance Abuse Professional?

<u>Answer</u>

N/A

Question Driver # 18 - Section # 382.211 Acute

Has the carrier used a driver who has refused to submit to an alcohol or controlled substances test required under Part 382?

<u>Answer</u>

No

Comments

<u>Comments</u>

Question Driver # 19 - Section # 382.503 Critical

Has the carrier used a Substance Abuse Professional as required by 49 CFR Part 40 Subpart O?

Answer

N/A

Question Driver # 20 - Section # 383.23(a) Critical

Has a driver operated a commercial motor vehicle without a current operating license, or a license, which

Answer No

hasn't been properly classed and endorsed?

Comments

Question Driver # 21 - Section # 383.37(a) Acute

Has the motor carrier allowed it's drivers who's CDLs have been suspended, revoked or canceled by a state. have lost the right to operate a CMV in a State, or have been disqualified from operating a CMV to operate a commercial motor vehicle?

Answer

No

Comments

Question Driver # 22 - Section # 383.51(a) Acute

Has the motor carrier knowingly allowed, required, permitted, or authorized a driver to drive who is disqualified to drive a commercial motor vehicle?

Answer

No

Comments

Question Operation #1 - Section # 395.8(a) Critical

Does the carrier require drivers to make a record of duty status?

Answer

Yes







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Part B - Questions and Answers

An asterisk (*) beside an answer indicates an area of non-compliance by the motor carrier, and negatively affects the results of the audit.

Question Operation #2 - Section # 395.8(i) Critical

Does the carrier require drivers to submit records of duty status within 13 days?

Answer Yes

Comments

Question Operation #3 - Section # 395.8(k)(1) Critical

Can the carrier produce records of duty status and supporting documents for selected drivers?

Answer

Yes

Comments

Question Operation #4 - Section # 395.3(a)(1) Critical

Has the carrier allowed driver(s) to exceed the 11-hour rule? (Property)

<u>Answer</u>

N/A

Comments

Question Operation #5 - Section # 395.3(a)(2) Critical

Has the carrier allowed driver(s) to exceed the 14-hour rule? (Property)

<u>Answer</u>

N/A

Comments

Question Operation #6 - Section # 395.3(b)(1) Critical

Has the carrier allowed driver(s) to drive after having been on duty more than 60 hours in 7 consecutive days? (Property)

<u>Answer</u>

NA

Comments

Question Operation #7 - Section # 395.3(b)(2) Critical

Has the carrier allowed driver(s) to drive after having been on duty more than 70 hours in 8 consecutive days?

<u>Answer</u> N/A

(Property) Comments

Question Operation #8 - Section # 395.5(a)(1) Critical

Has the carrier allowed driver(s) to exceed the 10 hour rule? (Passenger)

Answer

No

Question Operation #9 - Section # 395.5(a)(2) Critical

Has the carrier allowed driver(s) to exceed the 15 hour rule? (Passenger)

<u>Answer</u>

No

Comments

Comments

Question Operation #10 - Section # 395.5(b)(1) Critical

Has the carrier allowed driver(s) to drive after having been on duty more than 60 hours in 7 consecutive days?

Answer N/A

Answer

No

(Passenger) Comments

Question Operation #11 - Section # 395.5(b)(2) Critical

Has the carrier allowed driver(s) to drive after having been on duty more than 70 hours in 8 consecutive days?

(Passenger)



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Part B - Questions and Answers

An asterisk (*) beside an answer indicates an area of non-compliance by the motor carrier, and negatively affects the results of the audit.

Question Operation #12 - Section # 395.8(e) Critical

Does available evidence indicate a selected driver has prepared a false record of duty status?

Answer No

Comments

Question Operation #13 - Section #

Does the carrier adhere to a disciplinary policy for noncompliance with Part 395?

Answer No *

Comments

Question Operation #14 - Section # 395.1(e)

Does the carrier have a system for recording hours of duty status on 100- mile radius drivers, and are they properly utilizing the 100 air-mile radius exemption?

<u>Answer</u>

N/A

<u>Comments</u>

Question Operation #15 - Section # 392.2 Critical

Does the motor carrier ensure that drivers operate commercial motor vehicles in accordance with the laws, ordinances, and regulations of the jurisdictions in which they are operating?

<u>Answer</u>

Yes

<u>Comments</u>

Question Operation #16 - Section # 392.9(a)(1) Critical

Does the carrier ensure that drivers are not permitted to drive a vehicle without the cargo properly distributed and adequately secured?

<u>Answer</u>

N/A

Comments

Question Operation #17 - Section # 392.4(b) Acute

Have any drivers operated a commercial motor vehicle while under the influence of, or in possession of, narcotic drugs, amphetamines, or any other substances capable of rendering the drivers incapable of safely operating motor vehicles?

Answer

Νo

Comments

Question Operation #18 - Section # 392.5(b)(1) Acute

Have any drivers operated a commercial motor vehicle while under the influence of, or in possession of, intoxicating beverages?

Answer

No

<u>Comments</u>

Question Operation #19 - Section # 392.5(b)(2) Acute

Have any drivers operated a commercial motor vehicle within 4 hours of having consumed intoxicating beverages?

Answer

No

Comments

Question Maintenance # 1 - Section # 396.3(b) Critical

Can the carrier produce maintenance files for requested vehicle(s)?

Answer Yes





U.S. DOT #: 1850218

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Part B - Questions and Answers

An asterisk (*) beside an answer indicates an area of non-compliance by the motor carrier, and negatively affects the results of the audit.

Question Maintenance # 2 - Section # 396.17(a) Critical

Can the motor carrier produce evidence of periodic (annual) inspections for selected vehicles?

Answer

Comments

Yes

Question Maintenance # 3 - Section # 396.11(a) Critical

Does the motor carrier require drivers to complete vehicle inspection reports daily?

Answer N/A

Comments

Question Maintenance # 4 - Section # 396.11(c) Acute

Does the carrier ensure that out-of-service defects listed by the driver in the driver vehicle inspection reports are corrected before the vehicle is operated again?

Answer N/A

Comments

Question Maintenance #5 - Section #396.9(c)(2) Acute

Does the carrier ensure vehicles that have been declared "out-of-service" do not operate before repairs have been made?

<u>Answer</u>

N/A

Comments

Question Maintenance #6 - Section #396.19

Is the carrier using qualified inspectors (mechanic) and maintaining evidence of the inspector's qualifications? Comments

<u>Answer</u>

N/A

Question Maintenance #7 - Section #396.3

Can the carrier explain its systematic, periodic maintenance program?

Comments

Comments

Comments

Answer

Yes

Question Other # 1 - Section # 375.211

Does the carrier participate in an Arbitration Program?

Answer

N/A

Question Other # 2 - Section # 13702

Does the carrier assess shipper freight charges based upon published tariffs?

Answer

N/A

Question Other #3 - Section #375.401(c)

Does the carrier provide reasonably accurate estimates of moving charges?

Answer-N/A

Comments

Comments

Question Other #4 - Section #375.407(a), 375.703(b)

Has the carrier avoided "hostage freight" or other predatory practices?

Answer N/A







U.S. DOT#: 1850218

Review Date: 12/31/1988

Part B - Questions and Answers

GREG MEANS

An asterisk (*) beside an answer indicates an area of non-compliance by the motor carrier, and negatively affects the results of the audit.

Question Other # 5 - Section # 387.301(a), 387.301(b)

Does the HHG carrier have sufficient levels of public liability and cargo insurance?

Answer N/A

Comments

Question Other #6 - Section #13901

Answer

Is the motor carrier authorized to conduct interstate operations in the United States?

Yes

Comments

Note: No Hazardous Materials questions were asked because the carrier does not carry Hazardous Materials in Interstate Commerce.



U.S. DOT #: 1850218

Review Date: 12/31/1988

Part B

Your Proposed Safety Audit Result is: PASS

Explanation of Scoring Methodology

Explanation of Scoring Methodology					
Factor	Falled Questions Critical Acute		Performance Test Status	Total Points	Factor Status
1. General	0	0	-	0	PASS
2. Driver	3	O	-	3	FAIL
3. Operations	0	0	-	o	PASS
4. Maintenance	0	0	PASS	o	PASS
5. Hazardous Materials	-	-	-	-	-
6. Accidents	-	-	PASS - 0.00	-	PASS
SUM	3	0		3	PASS

Result: Carrier has adequate basic safety management controls in place.

NOTE: Carrier has the right to request a review of this determination if there are factual or procedural disputes.

HOW THE SA IS SCORED

FACTORS - The Federal Motor Carrier Safety and Federal Hazardous Material Regulations are categorized into six factors. Multiple questions address the various factors. The Part B Question & CFR section numbers related to each question.

CRITICAL/ACUTE - Questions are also defined as CRITICAL, ACUTE or neither depending on the significance of the underlying regulation. Questions are assigned a point value if they are incorrectly answered. Critical = 1 and Acute = 1.5. The point values are summed for each factor. Any factor with a point value of 3 or more is marked & amp;quot;FAILED& amp;quot;

OUT OF SERVICE (OOS) RATE - The Driver/Vehicle OOS rate is used in factor #4 as another question. If there have been more than three level 1, 2, or 5 North American Standard Inspections conducted over the past year, they will be summarized. If the summed OOS rate is over 34%, one additional point is assigned to that factor.

CRASH FACTOR - Carriers are defined as urban or non-urban in order to compensate for the higher crash risk of urban operations. Urban carriers are defined as those that operate within a 100 air-mile radius. The crash rate for a carrier is calculated as accidents per million miles traveled. Factor #8 is "FAILED" if the urban carrier crash rate exceeds 1.7 or the non-urban carrier crash rate exceeds 1.5.

OVERALL STATUS DETERMINATION - Any carrier with 3 or more & paper amp; quot; FAILED& paper are to have failed the Safety Audit by having inadequate safety management controls in place to operate in the U.S.

U.S. DOT #: 1850218

Review Date:

12/31/1988

Part B Requirements and/or Recommendations

- If you have any questions concerning this report,, please contact the South Carolina Department of Motor Vehicles, Motor Carrier Services - 10311 Wilson Blvd, Blythewood, SC (803) 896-9977
- 2. Copies of the regulations, forms, interpretations, and manuals are available from a variety of sources. Check the FMCSA website for a current list of suppliers, www.fmcsa.dot.gov/safety-security/eta/index.htm
- 3- Employers are responsible for their officers', employees', agents', consortia, and/or contractors' compliance with the requirements of 49 CFR Parts 40 and 382.
- Review the circumstances under which a CDL is required. CDL and drug testing rules apply to both interstate and intrastate commerce.
- 5. Laboratory must transmit aggregate statistical summary on semi-annual basis
- 6. Maintain all required controlled substance testing records including yearly summaries, quarterly summaries, test information, test results, records of training etc., as required by 49 CFR Parts 40 and 382 of the FMCSR.
- 7. Use of radar detectors or similar devices on commercial vehicles is illegal. Do not require or permit drivers to use them. Take appropriate disciplinary action against drivers if they are using such devices.
- 8. Ensure that all documents supporting records of duty status (such as toll, fuel repair and other on-the-road expense receipts, as well as invoices, bills of lading, dispatch records, etc.) are kept on file for at least 6 months.
- 9. Obtain from any driver used for the first time (or intermittently) a signed statement showing the total time on-duty during the preceding seven (7) days and the time at which the driver was last relieved from duty.
- 10. Toll receipts and other on-the-road expense receipts, invoices, bills of lading, dispatch records, and other "supporting document" must be kept on file for six (6) months. This requirement also applies to records generated by the use of owner-operators. You may keep legible photocopies in lieu of originals.
- 11. Ensure that all drivers' records of duty status (logs) are accurate. Check them against "supporting documents" to verify accuracy. Prohibit falsification of logs by any driver. Review the rules on supporting documents. Take appropriate action against drivers who falsify logs.
- 12. Establish a systematic maintenance records program for all vehicles. Maintain a complete file for each subject vehicle, recording all repair, maintenance and inspection operations performed.
- 13. Notice: On April 28, 2003, the FMCSA published a final rule revising the hours-of-service regulations for commercial motor vehicle drivers. Under the new rule, drivers may drive 11 hours after 10 consecutive hours off-duty, but may not drive beyond the 14th hour after coming on-duty. Similar to existing rules, drivers may not drive after being on-duty for 60 hours in a seven-consecutive-day period or 70 hours in an eight-consecutive-day period. This on-duty cycle may be restarted whenever a driver takes at least 34 consecutive hours off-duty. Short-haul truck drivers, who routinely return to their place of dispatch after each duty tour and then are released from duty, may have an increased on-duty period of 16 hours once during any seven consecutive day period.

Carriers and commercial motor vehicle drivers are required to comply with the current hours-of-service rules through January 3, 2004. Compliance with the "new" regulations is mandatory for all carriers, except passenger-carrying operations, beginning on January 4, 2004. Passenger-carrying motor carriers and drivers are not subject to the new maximum driving limits. For more information on these regulations, please access the FMCSA website at www.fmcsa.dot.gov.



U.S. DOT#: 1850218

Review Date:

12/31/1988

Part B Requirements and/or Recommendations

GREG MEANS

- 14. A complete Educational and Technical Assistance package entitled " A MOTOR CARRIER'S GUIDE TO IMPROVING HIGHWAY SAFETY" is available free on the FMCSA website to assist you in complying with the safety regulations. It contains many forms and documents useful for improving the safety of your operations. Check: www.fmcsa.dot.gov/factsfigs/eta/index.html.
- 15. Establish a system to control passenger-carrying drivers' hours of service. Do not dispatch drivers who don't have adequate hours available to complete assigned trips legally. Do not allow drivers to exceed the 10, 15, and 60/70-hour limits.
- 16. For questions about DOT numbers or biennial updates: 800-832-5660 or 703-280-4001 For questions about licensing, authority or MC numbers: 202-366-9805

For questions about insurance: 202-385-2423

For household goods complaints: 888-DOT-SAFT (888-368-7238)

